

**STATE OF CALIFORNIA
OFFICE OF THE ADJUTANT GENERAL
9800 Goethe Road - P. O. Box 269101
Sacramento, California 95826-9101**

CAJS-J1-SP

29 July 2009

MEMORANDUM FOR See Distribution

SUBJECT: State Active Duty Vacancy Announcement 2009-36 – Expires 22 August 2009

1. The Military Department is accepting applications for the State Active Duty position indicated below. Selected applicant will be provided a temporary appointment, which is a minimum of six months and provides full benefit status for the appointee and his/her beneficiaries. Continuation and subsequent extension of service of the selected applicant will be determined by the individual's performance of duty and continuation of funding. ***Soldier/Airman selected for this position will be paid at their federal or State Military Reserve pay grade, not to exceed E-7.*** This vacancy announcement will expire on 22 August 2009 unless sooner rescinded.

2. This announcement has minimum requirements. Failure to comply with these requirements will cause your application to be rejected from consideration. While it is important for you to read the entire announcement closely, please pay particular attention to paragraphs 3, 4, 5 and the suggested checklist at the end of this announcement.

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| a. TITLE AND PAY GRADE: | Communications Planner NCO (SAD E-7) |
| b. EMPLOYMENT LOCATION: | JFHQ, Sacramento, CA |
| c. PROJECTED EMPLOYMENT DATE: | 6 September 2009* |
| | <i>*Pending Availability of Funds</i> |
| d. SELECTING SUPERVISOR: | Director, J6 |

3. The basic qualification requirements are:

- a. **Military Service:** Members of the active or retired, California Army or Air National Guard, or active member of the California State Military Reserve in the grades of E-6 through E-8 may apply.
- b. **Education/Experience:** Completion of military educational and civilian requirements commensurate with the grade of the applicant is required. Sister service qualifications and school equivalents are acceptable.
- c. **Military Assignments:** Assignments appropriate to the grade of the applicant.
- d. **Communication Skills:** Ability to effectively communicate verbally and in writing is required.

4. Other requirements:

- a. Experience in Military Operations is required. Information Systems or Telecommunications discipline is highly desirable.
- b. Broad assignment history showing operations knowledge with significant field experience, significant technical depth, and management skills is required.
- c. Ability to prepare and deliver effective oral presentations and discussions supported by multimedia materials for a broad range of personnel, including senior individuals in external civilian and military organizations is required.
- d. Be able to pass both State and Federal background checks.
- e. Must hold a Secret security clearance.

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f. Appropriate military uniform with federally recognized rank will be worn in accordance with military regulation.

g. Applicants are required to meet height/weight and physical fitness standards prescribed by their military branch of membership. **Submit current height/weight and physical fitness test results with application.**

5. Principal duty functions:

Works under the general supervision of the Director, J6 Directorate who delegates specific authority for the development and accomplishment of routine tasks as well as short and long-term program goals and objectives. The incumbent is expected to use initiative, knowledge, prior experience, and seasonal judgment in resolving complex issues and situations; and independently make program and management decisions within the scope of the mission, functions, and responsibilities of the directorate. Controversial or precedent-setting decisions are discussed with the director prior to implementation.

a. Organizes and manages spectrum management for the CNG in direct support of existing operations; plans and develops the planning architecture and garrison deployment for responding to the asymmetric warfare threat along with the full spectrum of emergency response options to man-made or natural disasters.

b. Supports emergency telecommunications systems and services and equipment support requests, to include Incident Commander's Command and Control Communications Unit (IC4U), Joint Incident Site Communications Capability (JISCC), ROVER Receiver Systems, Tactical Communications Systems, High Frequency (HF) and Land Mobile Radio (LMR) radio systems and all necessary support and ancillary equipment.

c. Maintains detailed technical knowledge of all California Army and Air communications systems including radio, network, computer, and video subsystems.

d. Coordinates directly with the Joint Operations Center, CAJS-J3 and functional telecommunications and information technology personnel across the CNG in direct support of IC4U and emergency communications systems operations.

e. Maintains and monitors spectrum management and operation of the AN/PYQ-10 Key Loaders, Spectrum 21 and the ACES program (S01 Hopsets for SINGARS).

f. Knowledge and operation of AN/PYQ-10, KIV 7, KG25, IC4U systems, JISCC systems, HF radio systems, Land Mobile Radio systems, consumer Video systems, personal computer systems, portable generators; complete suite of desk top applications (Outlook, Word, Access, PowerPoint, Project, SharePoint); military HMMWV series , 5-ton and below general purpose vehicles.

6. Individual selected for this position will be eligible for health, dental, vision and life insurance benefits. Other benefits may also be available to those who qualify; such as Service Member Assistance Programs, Pre-paid Legal Services, Long-Term Disability Insurance, Long-Term Care Insurance, Retirement Annuity, Supplemental Investment and the Military Service Buy Back Program.

7. Reimbursement for moving and relocation expenses will not be paid.

8. Submit a completed OTAG Form 900-8 (SAD Appointment Application) and all required supporting documentation to Joint Force Headquarters, Directorate of State Personnel Programs, ATTN: CAJS-J1-SP, #27, P.O. Box 269101, Sacramento, CA 95826-9101. Blank application forms may be obtained from the CAJS-J1-SP Web Site at www.calguard.ca.gov/casp/Pages/sad.aspx or by contacting Ms. Cheryl

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Arbaugh at (916) 854-3311 or DSN 466-3311. **Applications must be received in State Personnel no later than the close of business on 22 August 2009. Applications will not be accepted via fax or email.**

FOR THE DIRECTOR, JOINT STAFF:

DISTRIBUTION:
Electronic A, F & M

Jeffrey W. Magram (29 Jul 09)
JEFFREY W. MAGRAM
Lieutenant Colonel, CA ANG
Director, State Personnel Programs

The following is a suggested check sheet for each individual applicant to review to provide the most complete and accurate application up front. Explain negative responses.

Submission Requirements	Self Check
Have you completed and signed the application form?	
Have you attached a copy of height, weight & physical test verifications?	